

Historic District Commission Minutes  
Thursday October 4, 2018

The meeting was called to order by Vice Chairman Fulton at 6:03 pm in the Meeting Room of the Edgar M. Bosley, Jr. Municipal Building (Town Office), 300 Mill Street. Present were Members: Glen Fong, Marie Martin and Planning and Zoning Officer Sarah Abel. Members Pete Leshner and Walda DuPriest Brandt were absent.

REVIEW OF MINUTES

Member Fong made a motion to approve the September 6<sup>th</sup> workshop minutes as amended (typographic corrections). The motion was seconded by Member Martin and carried by a vote of 3:0:2. Vice Chairman Fulton made a motion to approve the September 20<sup>th</sup>, 2018 minutes as amended. The motion was seconded by Member Martin and carried by a vote of 3:0:2 in favor.

OPENING STATEMENT

Vice Chairman Fulton read the opening statement into the record. Vice Chairman Fulton then determined that there was a quorum of 3 of the 5 members present, and offered applicants the option to continue the review of their application until next month when a full board will be present.

Vice Chairman Fulton swore in David Braly, Michael Grimes, Jefferson Knapp, Tim Law, Fran Neaton, Jennifer Smith, Marian Brown and Ilene Morgan, as an applicant or member of the public intending to testify.

CONSENT

HD-18-618

Tim Law

110 N. Talbot Street

Wall Sign

The Applicant is seeking approval to install a flat wall sign on existing wall hooks.

Vice Chairman Fulton noted the one consent agenda item and asked if any member would like to remove it from the consent agenda. Member Martin had a question regarding the size and method of attachment of the sign to the building. Ms. Abel confirmed the sign is compliant with zoning regulations.

Members determined the structure to be contributing thus a strict standard of review was appropriate.

Member Fulton cited Chapter 8 Signs, page 21 of the guidelines.

Marian Brown of Water Street questioned the method of attachment.

Member Fong made a motion to approve HD-18-618 as submitted. The motion was seconded by Member Martin and carried by a vote of 3-0-2 in favor.

OLD BUSINESS

HD-18-611

Lenny Mac Properties

411 S. Talbot Street HD-18-604

Continuation

Balustrade and bracket

Member Martin made a motion to continue application HD-18-611 to Thursday November 1, 2018.

The motion was seconded by Member Fong and carried by a vote of 3-0-2 in favor.

**NEW BUSINESS**

**HD-18-617**

**Vaulted Holdings                      Awnings**

**305 S. Talbot Street**

Applicant, Ilene Morgan of Talbot Street is proposing to install a fabric awning and framing structure over the southern patio addition, and install side fabric and vinyl insert curtain walls (during inclement weather) and 2 egress doors.

Ms. Morgan provided a brief description of the proposed changes and samples of awning material. Ms. Morgan clarified that the awning will remain in place all year, the aluminum framing will be black to match the railing and curtains will be rolled up/or down depending on the weather. She stated that the egress doors were to replace existing doors as required by the Fire Marshal. Members find that the egress doors are found incomplete since no specification, location, existing or proposed photos were provided.

Vice Chairman Fulton noted the structure is dated to 1806 in the tax maps with the addition showing on the 1901 San Borne Fire Insurance map, the portico shed was added in 1967. He was also noted this area of building has significantly been modified, that the hip roof is not historic, nor do the awnings block the historic portion of the structure.

Members determined the structure to be contributing and that a strict standard of review was appropriate.

Vice Chairman Fulton commented that the Guidelines do not specifically address awnings, he then cited Chapter 14 Additions, page 28 of the guidelines.

Marion Brown, of Water Street asked what for the details, expressing concern for the overall appearance of the patio. In response Ms. Morgan stated that the canvas skirt will be same height of railing and will prevent plastic from getting scratched with the bottom fabric, not structure, a clear panel and curtain on top.

Member Fulton noted that the patio is recent addition, the portico was added in 1960 and the hip roof added in 1901 based on Sanborn maps, but has been significantly modified.

Ms. Morgan introduced additional photos for discussion of the addition

Vice Chairman Fulton cited Chapter 14 Additions, page 28 of the guidelines.

Member Martin made a motion to approve HD-18-617 with the continuation of doors to November 1, 2018 so the Applicant can provide door details and locations. The motion was seconded by Member Fong and carried by a vote of 3-0-2 in favor.

**HD-18-619**

**Drew & Sarah Mucci                      Demolition, addition and renovation**

210 E. Chestnut Street

The applicant is proposing demo a rear one story portion of the primary structure and construct a 2 story addition.

Applicant's representative, Jeff Knapp noted the application is the same as previously approved on March 6, 2014, with one change, to replace the concrete front porch floor with wood.

Vice Chairman Fulton stated that the commission will review this application as a new project. Mr. Knapp addressed details of the existing features to proposed features.

For the record, Vice Chairman Fulton felt it necessary to access the age of the rear addition and when it was installed, he added that based on the San Borne Atlas Map the addition was not present in 1927. Mr. Knapp noted that based on the framing elements the rear addition dates to '50 -'60's.

Members determined the structure to be contributing and that a strict standard of review was appropriate.

Mr. Knapp noted that addition to be demolished was built post WWII. Adding that the windows will be wood to match existing, he would relocate 2 windows and install a wood front porch.

There was no public comment.

Vice Chairman Fulton stated that this application was previously approved by the Historic Commission in 2014 by a board with different members. He then cited Chapter 14 Additions, page 28 of the guidelines.

Vice Chairman Fulton made a motion that members determined the portion of the structure to be demolished as noncontributing. Motion was seconded by Member Martin and carried by a vote of 3:0:2 in favor.

Member Fong made a motion to approve application HD-18-619 a 2 story addition as proposed. The motion was seconded by Member Martin and carried by a vote of 3-0-2 in favor.

HD-18-621

Michael & Jamie Grimes  
103 W. Chestnut Street

Addition and renovation

The applicant is proposing to renovate and build additions to the existing structure.

Members determined the structure to be contributing thus a strict standard of review was appropriate.

Mr. Braly noted the shed roof changes to a gable dormer, shutters to one side will be removed, and the existing window will be changed to 2 by 2. Members reviewed the window and door schedule. Member Brandt cited the guidelines stating wood is preferred and aluminum clad may be accepted and would like to see doors, window, lighting and roof spec or sample.

Hilary Henry of 101 W. Chestnut Street was sworn in to testify. She asked if there were any changes to the front of the structure. Applicant's response: minor foundation work and siding.

Mr. Grimes made a request to defer landscaping and fence to a later date.

Staff advised members to separate motions for approval along with motions for continuations.

HD-18-621 was approved with the following motions:

Vice Chairman Fulton cited Chapter 14 Additions, page 28 of the guidelines.

1. Member Fong made a motion to approve elevations for additions and modifications as submitted. The motion was seconded by Vice Chairman Fulton and carried by a vote of 3-0-2 in favor.

2. Member Fong made a motion to approve the new side deck with composite decking as submitted, as per page 28 of the guidelines. The motion was seconded by Member Martin and carried by a vote of 3-0-2 in favor.

3. Member Fong made a motion to approve half round gutters and downspouts as submitted as per page 28 of the guidelines. The motion was seconded by Member Martin and carried by a vote of 3:0:2 in favor. Member Martin made a motion to approve hardy board siding with smooth finish as presented per Chapter 4, page 16 of the guidelines. Motion seconded by Member Fong and carried by a vote of 3-0-2 in favor.

4. Member Martin made a motion to approve removal of aluminum siding, per page 28 of the guidelines. The motion was seconded by Member Fong. And carried by a vote of 3:0:2 in favor.

5. Member Fong made a motion to approve composite steps on side at deck, master and service area steps as submitted per Chapter 4, page 16 of the guidelines. The motion was seconded by Member Martin and carried by a vote of 3-0-2 in favor.

6. Member Fong made a motion to approve removal of chain link fence as submitted per Chapter 12, page 25 of the guidelines. The motion was seconded by Member Martin and carried by a vote of 3-0-2 in favor.

7. Member Fong made a motion to approve the relocation of the existing shed to a location to be determined per Chapter 11 page 24 of the guidelines. The motion was seconded by Member Martin and carried by a vote of 3-0-2 in favor.

8. Vice Chair Fulton made a motion to continue the following items to November 1 meeting to provide specifications on the following: doors, windows, HVAC, roofing, foundation and lighting. The motion was seconded by Member Fong and carried by a vote of 3-0-2 in favor.

HD-18-620

Tom Byrnes (contingent)      Rehabilitation and modifications to existing structure  
102 Locust Street

Applicant has requested a continuation to the November 1<sup>st</sup> meeting.

Vice Chair Fulton made a motion to continue 102 Locust Street to November 1, meeting. The motion was seconded by Member Martin and carried by a vote of 3-0-2 in favor.

Discussion: Ms. Abel noted that some Certificates of Appropriateness and building permits have expired without completing approved elements as noted on the HDC Certificate. Staff recommends incorporating rules and procedures into the revised HDC guidelines allowing zoning enforcement authority.

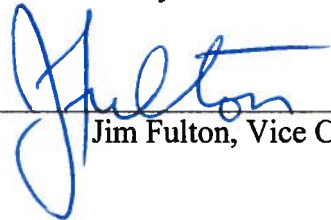
Vice Chairman Fulton commended and thanked Ms. Abel for her services to the Commission.

Matters from Staff:

ADJOURNMENT

The meeting adjourned at 8:25.

Minutes approved by 5:0 vote in favor on 1<sup>st</sup> day of November, 2018.

  
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Jim Fulton, Vice Chairman